



FACULTY APPLICATION FOR EARLY RETIREMENT FORM

The application must be completed in consultation with the Department Chair and must be approved by the appropriate parties; and approval shall be contingent in part upon the ability of the department to maintain its offerings or services.

An approved application must be submitted to the College President no later than the fifth Friday of the semester prior to the semester in which the Early Retirement Program is to begin. The College President shall then make a recommendation to approve the application to the Board of Trustees.

NAME: _____

DEPARTMENT: _____

BANNER G# _____

CAMPUS: ☐ WVC ☐ MC

Total Banked Leave Balance: _____

Are you over 55? ☐ Yes ☐ No

Do you have ten years of service with the District? ☐ Yes ☐ No

Type of Early Retirement Program Selected (Check one)

- ☐ 1. STRS Reduced Workload Program ☐ 2. Combination STRS Reduced Workload Program and Phase-In Retirement
☐ 3. Phase-In Retirement ☐ 4. Pre-Retirement Banked Load Leave

Have your last five years with the District been full time (for options 1 and 2 above) ? ☐ Yes ☐ No

Have your last three years with the District been full time (for options 3 and 4 above) ? ☐ Yes ☐ No

Duration of Early Retirement Programs for options 1 or 2 (Permissible between 1 - 10 Years): _____

Duration of Early Retirement Programs for options 3 or 4 (Permissible between 1 - 5 Years): _____

Effective Date on which the Early Retirement Program will begin (must be first duty day of a semester) _____

The total percentage of contract member is proposing to work each semester.

Fall Semester				Spring Semester			
	Year	% will work	* % Unpaid or from Banked		Year	% will work	* % Unpaid or from Banked
Fall				Spring			
Fall				Spring			
Fall				Spring			
Fall				Spring			
Fall				Spring			
Fall				Spring			
Fall				Spring			
Fall				Spring			
Fall				Spring			
Fall				Spring			

Effective Date of Retirement: _____

** If you are choosing a % to be unpaid or bank, you need to indicate what you prefer. For example: "50% unpaid" or "50% bank" needs to be written in the column for each semester.*

Signature of Employee

Date

☐ APPROVED

☐ NOT APPROVED

Signature of Department Chair

Date

Signature of Department Dean

Date

Signature of Vice President of Instruction

Date

Signature of College President

Date